



City of Willowick
CIVIL SERVICE MEETING

Monday, March 14, 2022 at 3:30 PM
City Council Chambers

ADA NOTICE

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the City of Willowick at 440-585-3700 at least three working days before the meeting.

AGENDA

CALL TO ORDER

MINUTES

- [1.](#) Motion to approve the minutes of the Civil Service Meeting of November 9, 2021.
- [2.](#) Motion to approve the minutes of the Civil Service Meeting of November 12, 2021.

OLD BUSINESS

NEW BUSINESS

3. Reinstatement of Carl Duy to the Willowick Fire Department.

MISCELLANEOUS

4. The Civil Service rules state that a new chairman is to be elected at the first meeting of the Commission each year.

ADJOURNMENT



City of Willowick
CIVIL SERVICE MEETING

Tuesday, November 09, 2021 at 5:30 PM
 City Council Chambers

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MINUTES

CALL TO ORDER

This meeting was called to order by Mr. Tobin at 5:35 p.m.

PRESENT: Chairman Jim Tobin, Joe Rupena, Law Director Landgraf, Fire Chief Tennyson and Angela Trend.

ABSENT: Tom Ott.

MINUTES

1. Motion made by Mr. Rupena, seconded by Mr. Tobin to approve the minutes of the Civil Service Meeting of July 7th, 2021.
Discussion: Mr. Tobin stated the July 7th, 2021 minutes were tabled on October 25, 2021 and October 27, 2021 at the request of the Law Director. This was to discuss the time frame for a new hire to acquire an accredited physical agility test.
 Motion made by Mr. Rupena, seconded by Mr. Tobin to modify the physical agility test requirements for new hires in that the new hire must pass an accredited physical agility test within two months (60 days) of their hire date or be terminated.
Discussion: None.
Vote: All ayes. Motion carried.
2. Motion made by Mr. Rupena, seconded by Mr. Tobin to approve the minutes of the Civil Service Meeting of October 25th, 2021.
Discussion: None.
Vote: All ayes. Motion carried.
3. Motion made by Mr. Rupena, seconded by Mr. Tobin to approve the minutes of the Civil Service Meeting of October 27, 2021.
Discussion: None.
Vote: All ayes. Motion carried.

OLD BUSINESS

4. Motion made by Mr. Rupena to certify the oral test scores from the November 5, 2021 promotional exam.
Discussion: Fire Chief Tennyson noted an error in the percentages of the test scores. Secretary Trend was unable to correct the error during the meeting.

Motion made by Mr. Rupena, seconded by Mr. Tobin to rescind the motion to certify the test scores.

Discussion: None.

Vote: All ayes. Motion carried.

Motion made by Mr. Rupena, seconded by Mr. Tobin to table the certification of the oral test scores for the lieutenant promotional exam.

Discussion: None.

Vote: All ayes. Motion carried.

5. Motion made by Mr. Rupena, seconded by Mr. Tobin to table the certification of the final rankings for the lieutenant promotional exam.

Discussion: None.

Vote: All ayes. Motion carried.

NEW BUSINESS

None.

MISCELLANEOUS

The next meeting will be scheduled for Friday, November 12, 2022 at 11:00 a.m. to certify the scores and rankings.

ADJOURNMENT

Motion made by Mr. Tobin, seconded by Mr. Rupena to adjourn.

Meeting was adjourned at 6:12 p.m.

ATTEST:

Jim Tobin, Chairman

Angela Trend, Secretary



City of Willowick
CIVIL SERVICE MEETING

Friday, November 12, 2021 at 11:00 AM
City Council Chambers

ADA NOTICE

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MINUTES

CALL TO ORDER

The meeting was called to order by Mr. Tobin at 11:03 a.m.

PRESENT: Jim Tobin, Joe Rupena, Mayor Regovich and Abigail Bell.

MINUTES

None.

OLD BUSINESS

Lieutenant Promotional Exam

1. Motion made by Mr. Rupena, seconded by Mr. Tobin to certify the oral test scores of the November 5, 2021 lieutenant promotional exam.

Discussion: None.

Vote: All ayes. Motion carried.

2. Motion made by Mr. Rupena, seconded by Mr. Tobin to certify the final rankings of the lieutenant promotional exam.

Discussion: None.

Vote: All ayes. Motion carried.

NEW BUSINESS

None.

MISCELLANEOUS

None.

ADJOURNMENT

Motion made by Mr. Rupena, seconded by Mr. Tobin to adjourn.

Discussion: None.

Vote: All ayes. Motion carried.

Meeting adjourned at 11:06 a.m.

ATTEST:

Jim Tobin, Chairman

Angela Trend, Secretary